



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**November 17, 2010**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, NC.

**PRESENT:** Mayor Russell Killen; Councilors Jeff Eddins, Terry Gleason, Tim Poirier and James Roberson.

**ABSENT:** Mayor Pro Tem Mike Chalk.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Chris Hills, Planning Director; Fred Boone, Town Engineer; James Overton, Finance Director; Tracy Pedigo, Public Works Director; Shawn Brown, Public Safety Director; Jason Godwin, Assistant Police Chief.

Meeting called to order by Mayor Killen at 7:00 p.m.

### WELCOME

Welcome by Mayor Killen.

Mayor Killen thanked citizens, staff members, and council for their support during his recent surgery and recovery.

### INVOCATION

Invocation by Mayor Killen.

### ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Roberson to adopt the agenda.  
Motion seconded by Councilor Eddins and carried  
unanimously.**

### ITEM II. APPROVAL OF MINUTES

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Audit Presentation

Finance Director James Overton gave an overview of the Comprehensive Annual Financial Report.

Auditor Keith Joyce reviewed findings from the audit noting suggestions for improvement.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Budget Amendment #2011 05

**Adopt Budget Amendment #2011-05 to recognize energy grant revenue and related expenditures.**

B. Council Chamber Use Policy

**Approve Policy for Use of Town Hall Council Chamber.**

C. Parade Street Closings

RES #10-11-17-001

**Adopt Resolution #10-11-17-001 closing section of streets for the Christmas parade.**

**...Motion by Councilor Poirier to adopt the consent agenda. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

**When speaking during a public hearing, please state your name and address clearly before speaking. Please designate a spokesperson for large groups. If you anticipate speaking**

**tonight, please print your name and address on the form located on the entry table. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney. Everyone must speak from the podium to assure an accurate record of testimony.**

None at this time.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

A. Proposed Amendment to False Alarm Ordinance

Public Safety Director Shawn Brown proposed the following three changes to Chapter 63 of the Code of Ordinances pertaining to False Alarms:

- The time frame that is evaluated for false alarms be changed from 36 months to 12 months;
- The evaluation period of January 1<sup>st</sup> to December 31<sup>st</sup>;
- Addition of "Fire" to the title of the ordinance for clarification purposes.

**...Motion by Councilor Eddins to approve the proposed amendment to the False Alarm Ordinance Section 63. Motion seconded by Councilor Gleason and carried unanimously.**

B. House Bill 683 Opt Out Discussion

Planning Director Chris Hills provided a brief summary of House Bill 683, the extension of the Permits Extension Act, and noted that Council has the option of opting out of the extension period by passing a resolution. Mr. Hills reviewed the potential benefits and detriments of opting out and answered questions.

Suzanne Harris, representing Wake County Home Builders Association, encouraged Council not to opt out.

Council discussed the option to opt out and chose not to opt out via consensus.

C. Wake Stone Request

Town Manager Seth Lawless gave background information regarding the Town's acceptance of a fee in lieu of construction for a sidewalk and hydrant relocation on Knightdale Boulevard and made Council aware of Wake Stone Corporation's request that the Town release the cash bond paid by Thomas Concrete securing required improvements. Wake Stone guarantees constructing the remainder of the project at the appropriate time.

**...Motion by Councilor Eddins to instruct the Town Attorney to draft an agreement with Wake Stone outlining the terms requested in the letter. Motion seconded by Councilor Gleason and carried unanimously.**

D. BB&T Right Turn Lane  
NCDOT Interlocal Agreement

Town Engineer Fred Boone presented an Interlocal Agreement with the North Carolina Department of Transportation for the BB&T Right Turn Lane project and asked Council to authorize the Town Manager to execute the agreement.

**...Motion by Councilor Roberson to authorize Town Manager to execute the Interlocal Agreement with NCDOT as presented. Motion seconded by Councilor Poirier and carried unanimously.**

E. First Avenue Phase II  
NCDOT Interlocal Agreement

Town Engineer Fred Boone presented an Interlocal Agreement with the North Carolina Department of Transportation for Phase II of the First Avenue project and asked Council to authorize the Town Manager to execute the agreement.

**...Motion by Councilor Gleason to authorize Town Manager to execute the Interlocal Agreement for Phase II of the First Avenue Project. Motion seconded by Councilor Poirier and carried unanimously.**

ITEM XI. OTHER BUSINESS

Nothing at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Gleason reported discussions regarding the proposed Renaissance Faire and noted the Town would not make any decisions until a location was determined.

Town Manager Seth Lawless noted the letter received from Holly Homes indicating their willingness to allow the faire to be held on their property.

Town Manager Seth Lawless also reported that staff has concerns regarding unpaid monies the Renaissance Faire owes as reported in a recent newspaper article.

Donna Warner-Sheaves , representing the Renaissance Faire, addressed issues of unpaid entertainers noting miscommunication and fundraising delays were the cause. Ms. Sheaves confirmed that all outstanding bills would be paid as soon as funds are raised.

After Council discussion, Mayor Killen suggested a proposed agreement be submitted for consideration.

B. Budget

No report

C. Public Safety

No report

D. Nominating

No report

E. Liaison Reports

Mayor Killen encouraged Council to respond regarding attendance at the Mayors Association Christmas Party to be held December 20, 2010.

Mayor Killen commended staff for implementing a wellness program "Taking Shape Knightdale" and noted that 88% of employees and Council signed up for health screenings and encouraged anyone who has not signed up yet to do so.



Councilor Poirier inquired about current road improvements along Smithfield Road at the Knightdale Crossings shopping center.

Planning Director Chris Hills responded explaining the improvements are part of the Peak Fitness requirements.

Councilor Poirier inquired about tree relocations.

Planning Director Chris responded that all required tree relocations have been completed.

Mayor Killen noted the upcoming meetings regarding the proposed greenway design.

Brett Zick, LURB Chairman, expressed concern about the traffic situation on the northwest quadrant of Knightdale Boulevard and Smithfield Road. Mr. Zick noted additional lanes would be necessary in the future.

Planning Director Chris Hills responded that the Town is slated to receive CMAQ funding in fiscal year 2013 for needed improvements.



Mr. Zick notified Council of the Land Use Review Board's intent to generate a plan to retrofit existing streets with street trees through the CIP process in the future.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Councilor Eddins to enter closed session at 8:24 p.m. to discuss a personnel matter. Motion seconded by Councilor Poirier and carried unanimously.**

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Poirier to adjourn at 9:27 p.m. Motion seconded by Councilor Gleason and carried unanimously.**

  
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Mayor Russell B. Killen

Town Clerk Suzanne M. Yeatts